GIRL SCOUTS OF WEST CENTRAL FLORIDA, INC.

Request for Confidential Reference for Summer Camp Employment

Reference for_____ Position applying for _____

I have given your name for a reference in applying for a position at a Girl Scouts of West Central Florida Resident Camp this summer. Girl Scouts are seeking responsible individuals with a genuine interest in working with children. Camp staff is on duty 24 hours a day, 6 days a week, in a somewhat primitive setting. Staff must be able to put the well-being and happiness of campers ahead of their own personal needs and interests. Your prompt attention to this reference will be appreciated, as further hiring action depends on your response.

PLEASE RETURN TO: Girl Scouts of West Central Florida, Inc.
Attention: Human Resource Department
P. O. Box 18066
Tampa, FL 33679-8066

1. How long, and in what capacity, have you known the applicant?_____

2. In your opinion is the applicant mature enough to
   a. Be responsible for children in a camping setting? _____Yes _____No
   b. Get along with co-workers under close living conditions? _____Yes _____No
   c. Assume responsibility for carrying out delegated duties? _____Yes _____No
   d. Accept on-going guidance and supervision? _____Yes _____No
   e. Be flexible and accept changing conditions and assignments? _____Yes _____No
   f. Maintain energy and enthusiasm over an extended period? _____Yes _____No

   Comments_____

   _____

   _____

3. What strengths does the applicant possess that would enable her/him to be a good role model to girls and young women? _____

   _____

   _____

4. What are the applicant's special skills and aptitudes that will benefit the camp in the position the person is applying for?_____

   _____

   _____

5. Would you, if you had/have children, let this person be responsible for them for any length of time? Why or why not? _____

   _____

   _____

Please complete the other side of this reference form. Thank you!

6. Please answer the following statements with yes or no as they relate to the applicant. Explain any “no” answers.

___ Positive role model for children and adults
___ Uses common sense in decision making
___ Gets along well with people of all types
___ Well-suited for working outdoors
___ Accepts suggestions and corrections graciously
___ Flexible to schedule changes and re-assignments
___ Follows through on responsibilities
___ Tolerant of others’ ideas and desires
___ Has a genuine interest in people
___ Liked by others
___ Team player
___ Takes initiative
___ Even-tempered
___ Self-confident
___ Adapts well to new situations

_____

_____

_____

7. Please comment on the applicant’s communication skills - specifically, confrontation; talking in front of a large group of children or adults; teaching skills; ability to listen and keep confidentialities.

_____

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_____

8. Explain how the applicant might handle her/himself in a crisis situation.

_____

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_____

9. Are there any circumstances in this person’s background that would call into question entrusting them with the supervision, guidance and care of young children? (If yes, please explain.)

_____

_____

_____

PLEASE CHECK ONE:

- ❒ I strongly recommend the applicant
- ❒ I recommend the applicant
- ❒ I recommend the applicant with reservations
- ❒ I do not recommend the applicant

Date___/___/___ Signature_____

Daytime Phone Number _____ Evening Phone Number _____